

HARMONY FIRE DISTRICT

194 Putnam Pike
Glocester, R.I. 02814

The regularly scheduled monthly meeting of the Harmony Fire District Executive Board was held at the Harmony Fire Station on **Thursday, April 21, 2016.**

Present: Treasurer – Sandra Owens; Tax Collector/Clerk – Kimberly Barber;
Board Members – George Kain, Louise Michaels,
James Richards & Raymond Fogarty, Jr.;
HFD & Improvement Association Representative – William Vota;
Attorney – Fred Mason, Jr.; Deputy Chief Jeffrey Muto

Absent: Chief Stuart Pearson – excused;
Moderator – Milton Huston, Jr.

Audience: Tax Payer – David Mahoney

I. – Meeting Called to Order:

Due to Milton's absence, Ray stood in as Acting Moderator for the meeting. The meeting was called to order at **7:08 pm** by Moderator Fogarty.

II. – Approval of the minutes from the March 17th meeting:

Moderator Fogarty asked the board if there were any discrepancies to note on the minutes from the March 17th meeting. If there are no corrections, he would like to call for a motion to accept them.

George found a correction at the top of page 3. The banquet is May 21st, not April 21st.

Jim made a motion to accept the minutes with the noted correction. Louise seconded the motion. The motion carried unanimously.

III. – Review of Bills:

A check register of bills to be paid was provided to all board members in their folder. Moderator Fogarty asked if there were any comments or questions on these expenses. If not, he would like to call for a motion to accept them as presented.

The Moderator clarified that this is an informational report only and no vote is necessary.

IV. – Treasurer's Report:

Beginning balance February 1st \$291,737.96 and ending balance February 28th \$272,738.87.
Revenue of \$26,797.24 and expenses of \$55,733.88.

Beginning balance March 1st \$272,738.87 and ending balance March 31st \$268,701.40.
Revenue of \$24,368.78 and expenses of \$25,727.07.

Sandy asked if meetings could be called to finalized the budget before she goes away on vacation. Our May 19th monthly meeting will be too late. It was agreed that a Special Meeting would be called on May 12th at 6:00 pm. A Workshop will be held on May 5th at 4:00 pm with George and Ray attending. Kim will send e-mail reminders for both meetings.

Jim made a motion to accept the February and March Treasurer's reports as presented. Louise seconded it. The motion carried unanimously.

V. – Tax Collector's Report:

The taxes receivable balance as of today's date is \$79,037. Of this balance \$63,686 are 2015 tax bills. Sandy asked if Kim thought it would be useful to send out a past due billing. Kim said that she does send past due bills, at least 3 times a year. Sandy asked when the next one would be going out? Kim replied about May 1st. Sandy said that was very good. She had been concerned that cash flow is going to be very tight to make the July 1st call pay checks.

A motion was made by Louise to add the item of Call Pay Payment Dates to the Agenda for discussion only. Jim seconded the motion. The motion carried unanimously.

Some discussion followed about the change with call pay being paid twice a year. This item will be added to the May meeting agenda so that the payments dates can be voted on.

Taxes collected in the month of March totaled \$14,363.11.

Third Party billing collected in the month of March totaled \$9,940.10.

The Tax Sale is scheduled for tomorrow morning at 10:00 am. 7 parcels remain on the list, from the 63 we originally started with. These 7 parcels are made up of 4 houses and 3 vacant pieces of land.

Jim made a motion to accept the Tax Collector's report. Louise seconded it. The motion carried unanimously.

VI. – Chief's Report:

Deputy Chief Muto presented the Chief's Report in his absence.

The Deputy Chief announced that he passed the Fire Marshal exam. The next step to regaining his license is to complete a number of inspections and send that paperwork in to the NFPA. The entire board expressed their congratulations on his accomplishment.

On April 5th, at the request of Chief Ed Bertholic, Glocester Senior Center President, Chief Pearson did a presentation for the Senior Citizens of Glocester and Burrillville. The Chief commented that it was a great event, he answered a lot of questions and received good feed-back from the crowd. They were given fire prevention materials to take home and look at. It was a very positive event, great for public relations. They said they will be calling for us to come again.

Fatima Hospital is trying to get a CATH lab into their facility. In order for them to do that they have to justify a *Certificate of Need*. In order to do that they have to convince the State, through the Health Department, by presenting compelling evidence that this is needed. What a CATH lab is, is in the event that someone is having a bad heart attack, it's called a STEMI, when they

are having that STEMI they need immediate catheterization in order to open the arteries. The procedure is very successful. But us out here have quite a distance to travel to the hospitals that do these procedures. The nearest ones are Miriam and RI Hospital. So they are trying to get one at their facility up and running. Fatima contacted Smithfield and North Providence and Smithfield suggested that they also contact the Gloucester fire companies. So the Deputy Chief went down and gave testimony to support them on 2 separate occasions. He explained to them that we are in a unique situation here in Gloucester with time and travel. The topography isn't very friendly to getting someone to the hospital immediately. So we could ultimately shave off close to 30 minutes if this facility was up and running.

They also asked a lot of questions about RI Hospital, which is a very good hospital, but the delivery system to get a patient into the emergency room has a lot of issues. It's very small, it's tight, it's extremely busy and Life Flight lands on the roof of the emergency department. So it has some inherent problems with it. So with telling them that RI Hospital wasn't too happy and then contacted him to come back and give further testimony regarding these concerns.

So right now it is before the State and it probably won't have a decision for months to come. But if they do get approved they will have to do construction at Fatima for the laboratory itself and then bring a team down from Mass General: Cardiologists, Nurses and Staff, to get it up and running. So we stepped up and gave our testimony in hopes that it gets passed, we'll keep our fingers crossed. Some further conversation about this issue followed.

Louise made a motion to accept the Chief's report. Jim seconded it. The motion carried unanimously.

VII. – Harmony Fire Department & Improvement Association Report:

Lt. Willy Vota was asked to give a report on the Association's activities.

The Association meeting that was to be held on April 4th was rescheduled to April 25th, due to the snow storm. Elections will be held during that meeting. Kim asked if they would be voting on committees and league representatives too? He said he hoped so, but he didn't know how far the meeting would go. He said he has asked for people to form the committees in the past and he has gotten nowhere with it. She asked that if they were made could he forward her the lists of officers, committees and league representatives, because she hadn't been supplied them in years. He said he would. He wants to know what's going on with the league reps himself. He has been doing the Woonasquatucket Firemen's League and Captain Mike Segee has been doing the Northern RI Firemen's League, but he doesn't know who's going to want to do the State League. Louise asked if he had a slate of officers, is it changing or is it staying the same? He said he didn't know if it was changing or not, he needed to look at the ballot to see if he is being run against. Some discussion followed regarding the possible merge of the Northern RI Firemen's League and the Woonasquatucket Firemen's League.

Ray asked Willy if he had anything about the banquet? He said he hadn't heard a whole hell of a lot about the banquet. From his understanding it has been booked. He wanted to say May 21st he believed. And he believed it was supposed to be at the... he looked at Kim. She replied the Village Haven. He then continued saying that he didn't know if tickets had been issued out to lifetime members and all that stuff yet or what. He not sure what's been done. Kim stated that all the letters have been sent to all the comps and the life members already. People have been RSVP'ing. Willy said well then you know more than I do. She said that is because I mailed

them because there are no committee members from the Association and we had to get working on it. Louise said so a committee of 1. Kim said yes.

George made a motion to accept the Association's report. Louise seconded it. The motion carried unanimously.

VIII. – Committee Reports:

- a. Property Review Work Team – George Kain & Louise Michaels, Co-Chairs
George said there is nothing new to report.
- b. Meeting of 3 Fire Districts – Chief Pearson & George Kain, Representatives
Deputy Chief Muto reported for the Chief in his absence. He stated that there had been a meeting of the 3 fire district Chief's and Deputy Chief's on April 7th. At this 2 hour meeting many topics were discussed. One topic was town wide training, how they could approach that to make it more user friendly and get more members to attend. They also discussed the possibility of the Northern RI Firemen's League and the Woonasquatucket Valley Firemen's League combining. They all thought it was a good idea. Especially if after they combined that they could get more organized and have someone from that organization be a voice for the firefighters in the northern part of the state. There is a lot of attention to the southern part of the state and it would be great to get that up here as well. There was also general discussion on calls.

George asked if there had been any follow-up discussion on the communication system from the month before. There were some tweaks that had needed to be made. The Deputy Chief said that they were finishing up talking about that subject when he arrived. He surmised that they had been working on it.

- c. Charter & By-Laws Review – Ray Fogarty, Chair
The Moderator requested that a vote be taken on the By-Laws wording change as proposed at last month's meeting by Attorney Mason.

Louise made a motion to change the By-Laws. Jim seconded it. The motion carried unanimously.

IX. – Old Business:

- a. Reallocation of Funds within Budget –
Louise said that she had been speaking with 1 of our new members about the proposed renovation. She said he had nothing but great things to say about the department and how it was being run. What he had asked if it was possible within the plan to make a study room. He said that a lot of the new volunteers are students, or they are just studying fire procedures and sometimes it is very difficult to do it. He said him and a couple of the other guys had talked about it. The Deputy Chief said that if the plan is approved, there would only be 2 people here at a time at night. The goal isn't to have 5 or 6 people staying here. Even if that was to take place, there is still space in the building where they can find privacy. There isn't really room right now where they could portion off for a study room. Ray stated that studying is definitely encouraged though and they should feel free to utilize the break room, training room, radio room or TV room for those purposes. The Deputy said absolutely and there is Wi-Fi throughout the building for them to use.

The Deputy Chief continued stating that he has prepared a plan of what would be done within the scope of the proposed project, copies were included in everyone's folders. There wasn't really a drawing to be done, because we aren't proposing to change the footprint of the room.

He went on to say that he has obtained 3 quotes ranging from \$9,450 to \$10,400, copies were included in everyone's folders. Some discussion followed regarding the quote specifics and timeframe of the project. The board agreed that the project should be done sooner and not later. It is necessary for the contractors to provide start and completion dates. Mr. Mahoney added that the quotes should be checked to ensure that all labor and material costs are included. Louise suggested that we also look into low-flow bathroom fixtures. Sandy will speak with the Accountant about the classification of the funds for the project.

George made a motion to reallocate funds from account #61127 Overhead Doors, up to, but not to exceed, \$10,892.54, for the purpose of renovating Living Space within the station. Louise seconded the motion. The motion carried unanimously.

George also made a motion to reallocate funds from account #61121, Energy Review, up to, but not to exceed, \$2,000, for the purpose of renovating the Men's Room. Louise seconded the motion. The motion carried unanimously.

The Moderator asked that voting on the contract be added to next month's Agenda.

- b. Annual Review of 'Standard Operating Guidelines'
(*in accordance with HFD By-Laws Article IV, Sec. 1, Line 1*) –

The Moderator requested that a vote be taken on the annual review of the SOG's as presented at last month's meeting by Kim.

Louise made a motion to approve the SOG's. Jim seconded it. The motion carried unanimously.

- c. Proposal to Sell and Replace Reserve Rescue –
Some discussion was had about the different options for our reserve rescue. The Moderator tabled these items until next month's meeting since we have not yet received the necessary information from Chepachet Fire District to make any decisions.

X. – New Business: Nothing presented.

XI. – Public Input:

Mr. Mahoney had a couple of questions regarding the budget. He was looking at the line item #60223 Fringe Benefits. In March we have already spent almost \$35,000. Is it safe to say that this is for Blue Cross and Dental Dental, so that's strictly a medical line? Sandy said no it has other stuff in it and looked to Kim to explain. She said contains Blue Cross, Dental Dental, the Chief's Health Insurance Stipend and the Chief's Clothing Allowances. He said so does any of the health stuff go for any of the crew? Sandy said no just the full-time person.

Next he said he thought he has asked about this a couple of months ago, but he couldn't remember, he asked the negative figure in #60625 Grant Fund Expenditures. Does anyone know if moving forward there are any grants that we are going to get to offset this? Sandy said yes we

are waiting for money to come in for this. He said is this for the turn-out gear or something. Sandy said yes we had to pay it first and then get reimbursed. Kim clarified that there a couple of different grants that we are waiting for. One is the VFA grant for wildland firefighting items which has been sent in and we are waiting for a check. The other is the SAFER grant through the RIAFC. For the SAFER grant the new members have to complete Firefighter I class and get an NFPA Physical, then we buy their turn-out gear and submit everything to the RIAFC for reimbursement. All of these items are posted to this account pending completion. He said so this amount should just be a wash. She said yes, as long as the reimbursement check is received before June 30th.

Ray asked if we had applied to other grants and did not get them. Kim said we just haven't heard about the AFG yet, and we are waiting for a check for a legislative grant from Representative Chippendale. There is also the Recruitment & Retention regional grant we submitted with Burrillville. So there are a couple of big ones out there. If we get them they're going to be huge.

XII. – Executive Session: None called

XIII. – Adjournment:

George made a motion to adjourn the meeting. Louise seconded it. The motion carried unanimously. The April meeting of the Harmony Fire District Executive Board was adjourned at **8:05 pm.**

Upcoming Meetings:

Budget Workshop – Thursday, May 5, 2016, 4:00 pm – Chief, Kim, Sandy, Ray & George

Special Meeting – Thursday, May 12, 2016, 6:00 pm

Regular Monthly Meeting – Thursday, May 19, 2016, 7:00 pm

All meetings will be held at the Harmony Fire Station.

Respectfully Submitted,



Kimberly S. Barber
Tax Collector/Clerk